

MAIN FACS “TIPS & TECHNIQUES”

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IMPORTANT: This issue contains important operating information for all users of R★STARS and ADPICS. Please distribute promptly.

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- **ADDITION TO THE ADPICS PCHL5750-57 TABLE**

MAIN FACS SOFTWARE MODIFICATION – ETP BUILDING LEASE PAYMENT EMAIL NOTIFICATION

The following MAIN FACS modification will be in production on Thursday, October 16, 2003:

There has been a software modification to the ETP Building Lease Payment eMail Notification dates. This modification will ensure that users receive the appropriate eMail notifications.

ADDITION TO THE ADPICS PCHL5750-57 TABLE

Three new discount terms have been added to the ADPICS PCHL5750-57 table as follows: ‘.5%’ (.5% discount if paid within 10 days), ‘.5%A’ (.5% discount if paid within 5 days) and ‘7%’ (7% discount if paid within 10 days) from the date the invoice or goods are received (whichever comes first).

Users can enter these new discount terms on the Invoice Header screen (PCHL1500) in the “Disc Terms” field, on the appropriate Purchase Order screen (PCHL2340 or PCHL2360), or on the Blanket Purchase Order screen (PCHL2342) in the “Discounts Terms” field.